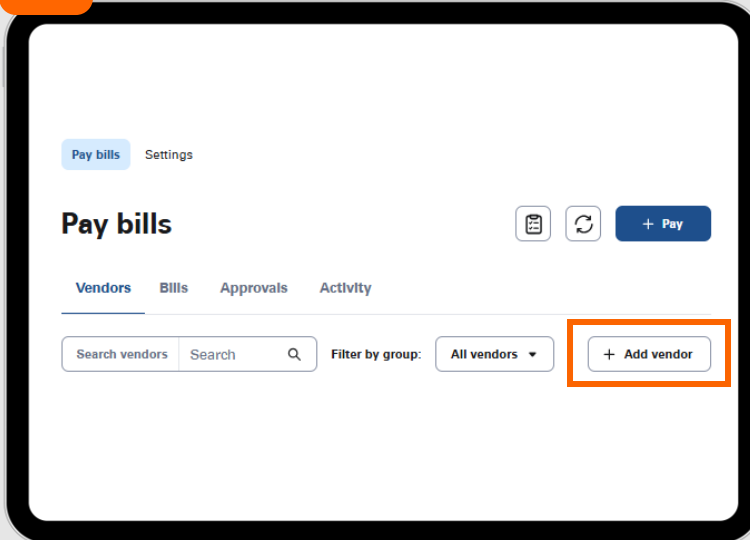


Add Custom Vendor

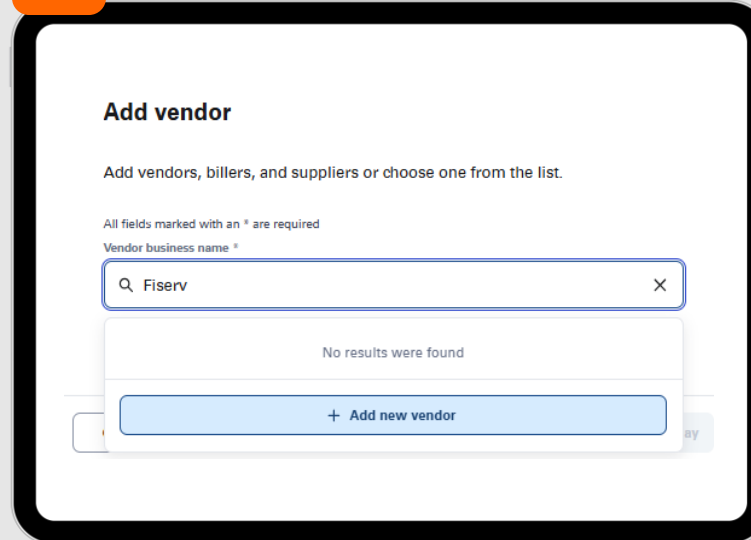
1



The screenshot shows the 'Pay bills' dashboard. At the top, there are tabs for 'Pay bills' and 'Settings'. Below the tabs, the 'Pay bills' section is active. On the right side of the dashboard, there is a '+ Pay' button. In the bottom right corner, the '+ Add vendor' button is highlighted with an orange border.

From the "Vendors" inbox, Click "+ Add vendor" button.

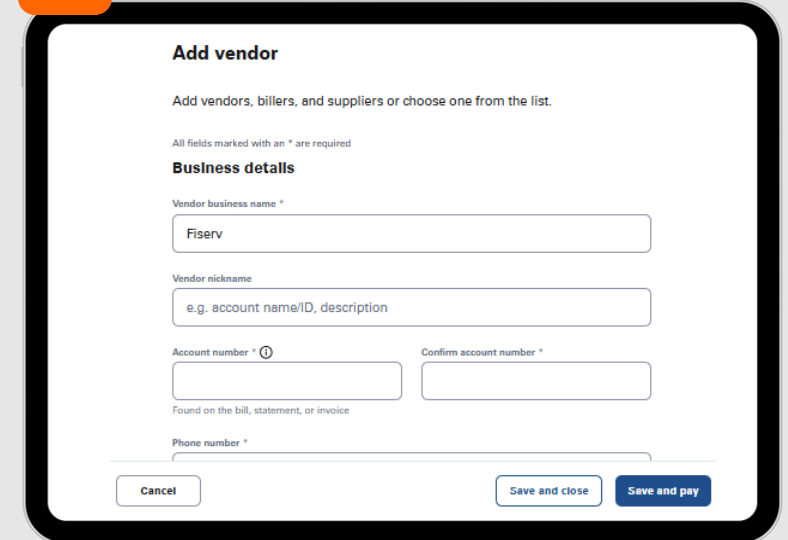
2



The screenshot shows the 'Add vendor' search interface. At the top, there is a title 'Add vendor' and a subtitle 'Add vendors, billers, and suppliers or choose one from the list.' Below this, there is a search bar with 'Fiserv' entered. A message 'No results were found' is displayed below the search bar. At the bottom, there is a '+ Add new vendor' button.

Search for the vendor name. If the vendor does not show in the directory, click the "+ Add new vendor" button.

3



The screenshot shows the 'Add vendor' form. At the top, there is a title 'Add vendor' and a subtitle 'Add vendors, billers, and suppliers or choose one from the list.' Below this, there is a note 'All fields marked with an * are required'. The form is divided into sections: 'Business details' and 'Account information'. The 'Business details' section includes fields for 'Vendor business name *' (filled with 'Fiserv'), 'Vendor nickname' (with a placeholder 'e.g. account name/ID, description'), and 'Account number *' (with a placeholder 'Found on the bill, statement, or invoice'). The 'Account information' section includes a 'Confirm account number *' field and a 'Phone number *' field. At the bottom, there are three buttons: 'Cancel', 'Save and close', and 'Save and pay'.

Add the required information. Click "Save and close" or "Save and pay." The vendor will appear in the "Vendors" inbox.